

TRADITIONAL TRIBAL BURIAL, INC.
616 Petoskey Street, Suite 202, Petoskey, MI 49770
(231)489-8393 / burialboard@ltbbtribalburial.org
Regular Meeting
April 6, 2019
9 a.m.

Attendees: Kevin Willis, Chairman; Patrick Wemigwase, Vice Chairman; Gwen Teuthorn, Secretary

Absent: Lisa Flynn, Treasurer

Guests: none

Meeting called to order at 9:05 a.m.

Roll call – Treasurer Flynn absent, quorum met.

Motion made by Secretary Teuthorn and supported by Vice Chairman Wemigwase to approve the agenda as presented.

Yes – 3 No – 0 Abstained – 0 Absent – 1 (L.Flynn)

Motion carried.

Motion made by Vice Chairman Wemigwase and supported by Chairman Willis to approve stipend for Board Members who presented the Murray Road Environmental Impact Assessment at the Tribal Council Work Session on March 23, 2019.

Yes – 3 No – 0 Abstained – 0 Absent – 1 (L.Flynn)

Motion carried.

Treasurer Flynn arrives at 9:25 a.m.

Motion made by Vice Chairman Wemigwase and supported by Treasurer Flynn to approve stipend for the contractor to attend the April 6, 2019 Regular Meeting, not to exceed \$100.00.

Yes – 3 No – 0 Abstained – 1 (G.Teuthorn) Absent – 0

Motion carried.

Motion made by Vice Chairman Wemigwase and supported by Secretary Teuthorn to approve stipend for Board Members attending the LTBB Annual Membership Meeting on May 4, 2019 at Ovation Hall.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Motion made by Secretary Teuthorn and supported by Vice Chairman Wemigwase to approve the March 2, 2019 Regular Meeting minutes with changes.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Board Report

- Chairman
 - o Land and Reservation meeting update and discussion

Motion made by Secretary Teuthorn and supported by Vice Chairman Wemigwase to accept the Chairman's Report as presented.

Yes – 3 No – 0 Abstained – 1 (K.Willis) Absent – 0

Motion carried.

- Vice Chairman Report
 - o Coldwell Banker visit – 2nd parcel site

Motion made by Treasurer Flynn and supported by Chairman Willis to accept the Vice Chairman's report as presented.

Yes – 3 No – 0 Abstained – 1 (P.Wemigwase) Absent – 0

Motion carried.

- Treasurer's report
 - o PNC Account balance update
 - o LTBB Contribution check received
 - o Audit update
 - o Annual Membership Meeting update

Motion made by Vice Chairman Wemigwase and supported by Secretary Teuthorn to accept the Treasurer's report as presented.

Yes – 3 No – 0 Abstained – 1 (L.Flynn) Absent – 0

Motion carried.

Motion made by Vice Chairman Wemigase and supported by Treasurer Flynn to acknowledge the receipt of the LTBB Contribution check, in the amount of \$33,000.00 for FY2019 funding.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

- Secretary's Report
 - o Land and Reservation meeting update
 - o Insurance certificate
 - o Office needs – equipment, supplies
 - o EIA presentation update
 - o TTBI Google Drive
 - o Reports needed – 1QR, NRCS Grant Report
 - o Tribally Accepted Accounting Practice statute
 - o Office staff contract for the remainder of the year

Motion made by Vice Chairman Wemigwase and supported by Treasurer Flynn to accept the Secretary's written and oral report as presented.

Yes – 3 No – 0 Abstained – 1 (G.Teuthorn) Absent – 0

Motion carried.

Motion made by Secretary Teuthorn and supported by Treasurer Flynn to acknowledge the receipt of the payment from NRCS grant for seed reimbursement in the amount of \$396.00.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Motion made by Treasurer Flynn and supported by Vice Chairman Wemigwase to approve reimbursement to Secretary Teuthorn for the purchase of office supplies in the amount of \$106.77.

Yes – 3 No – 0 Abstained – 1 (G.Teuthorn) Absent – 0

Motion carried.

Motion made by Vice Chairman Wemigwase and supported by Secretary Teuthorn to purchase a cross cut shredder and printer cord for the TTBI Office, not to exceed \$300.00.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

- Contractor's Report
 - o Quick Books Auditing entry update
 - o Office needs
 - o Contract ending April 26, 2019.

Motion made by Vice Chairman Wemigwase and supported by Treasurer Flynn to accept the Contractor's Report as presented.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Motion made by Chairman Willis and supported by Treasurer Flynn to approve the new Independent Contracting Agreement for Tonia L. Gasco for May 1-December 31, 2019, not to exceed \$7,875.00.

Yes – 3 No – 0 Abstained – 1 (G.Teuthorn) Absent – 0

Motion carried.

Motion made by Treasurer Flynn and supported by Vice Chairman Wemigwase to approve Secretary Teuthorn to send the Independent Contracting Agreement for Tonia L. Gasco for May 1-December 31, 2019 to LTBB Enjinaaknegeng for Legal Review and approval.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Old Business

- Annual Membership Meeting discussion

New Business

- Tribally Accepted Accounting Practices statute overview

Motion made by Vice Chairman Wemigwase and supported by Treasurer Flynn to approve the purchase of a laptop for the Chairman, not to exceed \$1,000.00.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Motion made by Secretary Teuthorn and supported by Vice Chairman Wemigwase to approve stipend for Board members to present the TTBI 1st Quarter Report to Tribal Council on April 25, 2019.

Yes – 4 No – 0 Abstained – 0 Absent – 0

Motion carried.

Motion made by Treasurer Flynn and supported by Vice Chairman Wemigwase to approve stipend for Board members to attend the TTBI Work Session on April 19, 2019.

Yes – 4 No – 0 Abstained – 0 Absent – 0
Motion carried.

Motion made by Secretary Teuthorn and supported by Vice Chairman Wemigwase to adjourn the meeting at 12:05 p.m.

Yes – 4 No – 0 Abstained – 0 Absent – 0
Motion carried.

These meeting minutes were approved at the May 18, 2019 Regular Meeting by a vote of:
Yes – 4; No – 0; Abstained – 0; Absent – 0.

/s/ Gwendlyn Teuthorn

Date: 05/22.2019